



1.

EXHIBIT B—PROOF OF PERFORMANCE

Film Incentive Rebate Proof of Performance

Please label clearly any attachments that contain “proprietary commercial or financial information” that you do not wish to be subject to Colorado Open Records Act, C.R.S. § 27-72-200.1, et seq.

Within 90 days of completing Production Activities in Colorado, and at least 60 days before the Termination Date, Grantee shall truthfully complete and submit a Proof of Performance, in substantially similar format as this Exhibit B, which shall include financial, supplemental, and other supporting documents as necessary to verify Grantee’s performance pursuant to the Grant, to the Colorado Office of Film, Television & Media.

Grantee shall submit the following to OFTM:

- Final list of all people and entities with whom Grantee conducted Production Activities in Colorado, including the full name and address of each person or entity;
- Final Ledger reflecting all payments to people and entities with whom Grantee conducted Production Activities (full names must be clearly visible,);
- Final documents which detail the names and functions of Grantee’s employees, Subcontractors, and vendors who work on the Film;
- Final crew and actor list including the number of Colorado crew members and actors hired;
- Declaration of Colorado Residency Forms in substantially similar form and content of the Colorado Residency Forms available on OFTM’s website (coloradofilm.org). For each employee and Subcontractor, actual copies of drivers licenses or other proof must be attached to the Declaration of Colorado Residency forms, sorted alphabetically by last name;
- Budget/financial documentation (including totals and itemized detail of total dollar amount spent in Colorado for non-payroll and payroll expenditures including copies of actual invoices and/or other proof of actual expenditures);
- Documents which detail Grantee’s Qualified Local Expenditures incurred in the course of Production Activities;
- Affidavit stating that the documents provided are an accurate accounting of Grantee’s Qualified Local Expenditures (see certification); and
- DVD of finished product (when available)
- Final documents which detail the total amount of jobs and payroll hours created in Colorado by the Production Activities, including amount jobs done by crew, talent, and extras and the payroll hours therefore.

Grantee Information

Permanent Business Contact Information (No P.O. Boxes Accepted)

Film Name: _____	
Date Statement of Intent submitted: _____	
Company Name: _____	
Principal Contact: _____	
Title: _____	
Street Address: _____	
State/Country: _____	Zip/Postal Code: _____
Telephone: _____	Fax: _____
E-mail: _____	
State in which business is based: _____	
Legal/Registered name of company: _____	
Address to mail incentives: _____	
State/Country: _____	Zip/Postal Code: _____

Project Distribution-Name of Distribution Company or Pending: _____	
Project Type:	
<input type="checkbox"/> Theatrical Film	<input type="checkbox"/> Direct to DVD
<input type="checkbox"/> TV Episode/Series	<input type="checkbox"/> Music Video
<input type="checkbox"/> Industrial	<input type="checkbox"/> Video Game
<input type="checkbox"/> TV Commercial	<input type="checkbox"/> Other: _____

List of all Colorado cities/counties/municipalities/political subdivisions where Production Activities occurred (please attach additional documentation if needed):

Final Colorado Production Information – Actual Expenditures

Total Film budget: \$ _____

Total dollar amount of all expenditures for the Film incurred in Colorado: \$ _____

Total dollar amount of all expenditures for Production Activities in Colorado: \$ _____

Total dollar amount of payroll expenditures incurred in Colorado: \$ _____

Total number of employees and Subcontractors who performed Production Activities and whose residence is in Colorado: _____

Total number of employees and Subcontractors who performed Production Activities and whose residence is not in Colorado: _____

Percentage of total employees and Subcontractors whose residence is in Colorado: _____ %

Average number of employees and Subcontractors (per day) who worked on Film prep and shoot: _____

Number of prep days and number of shoot days for the Film: _____

Number of prep days and shoot days for the Film which occurred in Colorado: _____

The actual dates when prep and shoot occurred (attach to this form)

Percentage of Film made in Colorado: _____ %

First day of expenses incurred for Production Activities in Colorado: _____

Last day of expenses incurred for Production Activities in Colorado: _____

Completion date of Production Activities: _____

Number of days and actual dates that pre-Production Activities occurred in Colorado: _____

Number of days and actual dates that Production Activities occurred in Colorado: _____

Number of days and actual dates that post-Production Activities occurred in Colorado: _____

Budget showing departmental breakdowns must be included with final application.

Certification and Affidavit

I hereby affirm that I am authorized to sign on behalf of the Grantee described above. I further affirm that any items and funds for which Grantee is seeking reimbursement were used exclusively by Grantee as an integral part of the pre-production, production or post-production activities of Grantee in the State of Colorado and are directly related to the Film. I further certify that the financial documents provided are an accurate accounting of Grantee's Qualified Local Expenditures. I affirm that all information provided by Grantee to OFTM in this Proof of Performance is truthful and accurate, and that Grantee is not in breach of any provision of this Grant.

CERTIFIED and AFFIRMED this _____ day of _____, 20_____
Authorized Representative's Name: _____
Title: _____
Phone: _____ Fax: _____
E-mail: _____
Signature: _____

Completed applications may be submitted in person, via U.S Postal Service or other delivery service to:

Colorado Office of Film, Television & Media
Final Incentive Application
1625 Broadway, Suite 2700
Denver, CO 80202

FOR OFTM USE ONLY

Date application received by Colorado Office of Film Television & Media: _____
App. received within 90 days of Colorado production completion: Yes _____ No _____
Actual qualified local expenditures and qualified payroll expenditures are equal or greater than these same figures noted in the approved Statement of Intent: Yes _____ No _____
All required documents are attached: Yes _____ No _____
Recommended action: Approve _____ Deny _____
Date of recommendation: _____
Date application forwarded to Colorado Council on the Arts: _____
Recommended action: Approve _____ Deny _____
Date of Colorado Council on the Arts Meeting: _____
Contract #: _____
Date of recommendation: _____
Date forwarded to Accounting: _____
Date check distributed to Production Company: _____